

MARSOC



Individual Training Course (ITC) Read-Ahead Package

This package is intended to ensure all requirements are met before attending the Individual Training Course (ITC). The documents provided herein are only for the informational use of the student. Changes are made as necessary. Ensure that you check periodically for the most current version at:

<http://www.marines.mil/unit/marsoc/MSOS/Pages/ITC.aspx>

1 July 2012

All earlier versions obsolete

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UNITED STATES MARINE CORPS
MARINE SPECIAL OPERATIONS SCHOOL
U.S. MARINE CORPS FORCES
SPECIAL OPERATIONS COMMAND
PSC BOX 20185
CAMP LEJEUNE, NC 28542-0185

IN REPLY
REFER TO:
1000
MSOS
1 Jul 12

From: Commanding Officer, Marine Special Operations School
To: Individual Training Course Students

Subj: WELCOME ABOARD

1. I want to take this opportunity to congratulate you on being selected to be a member of the Marine Special Operations Individual Training Course (ITC).

2. ITC will provide you the requisite capabilities as identified by U.S. Special Operations Command (SOCOM) and the Commander, U.S. Marine Corps Forces Special Operations Command (MARSOC). You will receive instruction on, and be required to master a variety of military skills which include tactical combat casualty care (TCCC) certification, team-level communication systems, special operations fire support platforms, light infantry tactics, reconnaissance tactics, techniques, and procedures, close quarters battle, foreign internal defense, irregular warfare, and cultural skills. This comprehensive training will unfold over a 7 month period and will lay the groundwork for your follow-on assignment within MARSOC.

3. In order to succeed in ITC, it is critical that you prepare yourself. This is a physically demanding course and it is your responsibility to have a solid fitness base prior to arriving. Perhaps even more important is your mental frame of mind. The rigors of ITC extend beyond the physical realm; your cognitive abilities and intellect will be stretched to your limits. You should arrive with the mindset that your sole responsibility, your duty, is to master the program of instruction.

4. In addition to preparing yourself for ITC you need to spend time preparing your family. You have volunteered for a line of work that will have you deployed for training or contingency operations on a regular basis. Now is the time to begin developing a family plan to account for your frequent absences. You and your family will experience the first of these absences during the initial phase of ITC. Ensure that your family is mentally and materially prepared for your absence during Phase I; during this time, you will only be able to take liberty and receive visitors on Sundays. To assist you and your family make the transition into MARSOC I am making my Family Readiness Team available to you. You and your family will be part of the Marine Special Operations School (MSOS) during your time here and as such will be able to take advantage of the considerable resources offered through my Family Readiness Officer. Prior to the commencement of ITC all married Marines will be **required**, and spouses will be invited, to attend a family brief. The family brief will include a variety of information to ease your transition, provide

Subj: WELCOME ABOARD

your family with important schedule information, and will enroll you and your spouse in the MSOS eMarine Unit Website and update your Family Readiness information in Marine Online.

5. My staff and instructors are committed to your success. You will find that the Marines and civilians tasked to teach, coach, and mentor you are of the absolute highest quality—the best we have in our Corps. Prepare yourself well and arrive ready to train. Good luck and we look forward to seeing you when you arrive to ITC.

J. F. GLYNN

Administrative Instructions

Marines attending ITC will receive duty under instruction orders (DUINS) from M&RA to report to MCC KAT. These orders will be issued within web orders. Commands will be required to ensure the detaching endorsement has the Marine directed to report to Marines Special Operations School, Camp Lejeune NC, bldg RR-5, Stone Bay.

√	HAND CARRY THE FOLLOWING ITEMS:
	Current DoD Common Access Card with certificates good for at least 12 months
	Naturalization papers if not a US born citizen
	SRB / OQR
	Hard copy of your orders
	<p>Medical Record NSW/SO Physical must be completed and signed as physically qualified by an Undersea Medical Officer prior to the report date. (Bring a hard copy of physical)</p> <p>Current Physical Health Assessment endorsed by medical provider within 1 year of reporting date to include updated immunizations.</p>
	<p>Dental Record Students must be a minimum of class 2 dental</p>
	Copy of your Will and any Power of Attorney – not required but encouraged.
	Completion certificates for Marine Net courses listed on Page 9.
	Students must possess a current secret eligibility adjudicated by DONCAF and verifiable on the Joint Personnel Adjudication System (JPAS).
	All student records will be reviewed at the MSOS during in-processing.

Course Pre-requisites

Marines must possess a current minimum 1st Class PFT/CFT score for the semi-annual period in which the Marine reports to ITC.

Students must score 1st class on the introductory PFT/CFT.

Any student failing to meet course pre-requisites may be returned to their parent command or recycled to the follow-on course. This decision rests with the CO MSOS.

Waivers to any of the above course pre-requisites can only be granted by CO, MSOS. Requests for waivers must be submitted NLT 30 days prior to the course commencement date via AMHS msg.

Marines will be required to achieve a Water Safety Advanced Swim Qual (WSA) during in processing.

Orders and Entitlements

Government messing and billeting are available and directed.

Per Diem will only be paid for travel days.

Marines outside local PDS are entitled to the \$3 (three dollars) daily incidental rate.

Rental car is not authorized.

Marines assigned DUINS to the Marine Special Operations School coming from local PDS as defined by the JFTR do not rate any entitlements.

Marines traveling from east coast commands are authorized to use POV for travel to and from Marine Special Operations School, Camp Lejeune NC, BLDG RR-5; MSOS compound (Stone Bay). In and around mileage is not authorized.

Marines authorized commercial air or POV under DUINS orders as per JFTR. Mileage will be reimbursed not to exceed the cost of GTR. In and around mileage not authorized.

Transportation costs from Jacksonville airport (OAJ) to MSOS compound will be reimbursed with receipt.

Marines executing PCS move external to the CLNC area are not authorized Dislocation Allowance (DLA) entitlements unless dependents accompany the Marine.

Marines electing not to relocate their dependents must submit a request for a PME/training BAH waiver IOT maintain BAH at their previous duty station. Page 23/24 provides an example BAH/PME training waiver that the Marine must submit to HQMC via their current command S-1 section prior to executing orders to ITC. Marines electing not to relocate their dependents will not rate Family Separation Allowance.

IAW the ACTSMAN, any Marine not able to execute CMC directed orders will submit official naval correspondence to M&RA.

Fitness reports: students will require a "TR" fitness report prior to reporting. Upon graduation, MSOS will submit an academic fitness report that will cover the duration of the course.

Due to the duration of the course it is highly recommended that students complete all required annual training prior to reporting date.

Marines attending ITC must be registered into the Defense Travel System (DTS) by their commands and must possess a valid and operational NMCI account.

Single student Staff Sergeants and below will not be authorized BAH and will not be authorized to reside off base. Government billeting is available. If the member is a local Marine and currently in receipt of BAH own right by MCB Camp Lejeune, the member will be authorized to retain BAH own right and continue to reside at their current local residence.

If in receipt of BAS upon check in, all students will continue to receive BAS but will receive checkages for meals consumed at the chowhall IAW the training schedule.

Students do not rate Special Duty Assignment Pay until graduating from ITC and executing orders to an operational battalion.

Reserve component Marines must coordinate with MIRSO (for IRR or IMA members) through the MARFORRES customer service website or their SMCR units to ensure proper transfer to marine special operations school MCC (KAT) RUC (20904). If the unit does not transfer you to MCC (KAT) your pay may be affected.

Reserve component Marines are directed to review MARADMIN 042-12 Reserve enlisted CSO opportunities within MARSOC to ensure all current requirements are met.

Reporting

Report in the Service "A" Uniform

Students are required to report to Marine Special Operations School at Bldg RR-5, Stone Bay area, Camp Lejeune, NC, by the NLT 1200 on the day prior to the

course commencing. Any student who will not meet this timeline is required to contact the MSOS POC's listed in this package.

After normal working hours, report to building RR-435 (Academic Facility) and check in with the MSOS Command Duty Officer.

You are required to have your re-enlistment or lat move package complete prior to reporting to ITC.

Housing

There are many factors that could cause your removal from the course. Due to this, we highly recommend that you do not purchase a home until after you complete ITC. This could cause a serious financial burden on you and your family.

Try to have your household goods delivered during your block leave period or be prepared to have someone receive your household goods for you via a power of attorney.

Single Marines coming from commands external to MCB Camp Lejeune are not authorized to secure off-base housing before check-in or during the ITC. BAH own right will not be authorized.

Leave

Students will be given the opportunity to take annual leave in conjunction with the Christmas / New Year holiday at their own cost. Any TAD entitlements will be stopped during this period.

Emergency leave will be granted on a case by case basis and will likely require the student to be recycled to a follow on class if the missed training cannot be made up in time.

Prerequisite Marine Net Training

Prior to your arrival at ITC you are expected to complete the following Marine Net courses and bring completion certificates on Day 1.

√	COURSE NUMBER	COURSE NAME
	M00CO_0799	COMBAT ORDERS
	MVMVMO01	INTRODUCTION TO MICROSOFT
	MOBGWD01	GETTING STARTED WITH WORD 2007
	MOBYEX01	GETTING STARTED WITH EXCEL 2007
	MOBGPP01	GETTING STARTED WITH POWERPOINT 2007

****AS OF FEB 2012, THE ABOVE LISTED MICROSOFT COURSES ARE NOT AVAILABLE ON MARINE NET. STUDENTS SHOULD ENROLL AND COMPLETE THE COURSES IF AVAILABLE. IF NOT, IT IS RECOMMENDED THAT STUDENTS FAMILIARIZE THEMSELVES WITH MICROSOFT OFFICE 2007, WORD, POWERPOINT AND EXCEL BEFORE ARRIVING.**

Although not required, students will benefit from brushing up on basic infantry skills by completing any of the following MCI courses.

√	COURSE NAME
	INFANTRY PATROLLING
	SCOUTING AND PATROLLING
	INFANTRY SQUAD LEADER: COMBAT LEADERSHIP
	LAND NAVIGATION
	INFANTRY SQUAD LEADER: WEAPONS AND FIRE SUPPORT
	HF/UHF FIELD RADIO EQUIPMENT

Student Equipment List

Students will be responsible for providing the following uniforms, clothing and equipment. An inspection will be conducted during ITC in-processing. Students will turn in all CIF / NBC gear prior to arrival.

Students will **ONLY** be allowed to wear USMC issued gear unless specifically directed.

Uniform Items			
√	ITEM	QTY	REMARKS
	Service "A" Uniform	1	
	Service "C" Uniform	1	
	Coat, Cammie, MARPAT Desert	2	
	Trouser, Cammie MARPAT Desert	2	
	Cover, Cammie, MARPAT Desert	2	
	Boonie, Cammie, MARPAT Desert	1	
	Coat, cammie, MARPAT Woodland	2	
	Trouser Cammie MARPAT Woodland	2	
	Cover, Cammie, MARPAT Woodland	2	
	Boonie, Cammie, MARPAT Woodland	1	
	T-shirts, green	6	
	Boots Marine Corps Issue	2	Must have 1pr cold weather boots
	Boot socks	6	Good socks recommended
	Socks, white (calf or ankle length)	6	
	PT Uniform Summer top & bottom	2	Green on Green
	PT Uniform Winter top & bottom	1	Green sweats
	Shoe, running	1	New
Civilian clothes			
√	ITEM	QTY	REMARKS
	Shirt Polo or button up	4	Appropriate attire
	Pants	4	
	Belt	1	
	Socks	4	
	Jacket /wind breaker season appropriate	1	
	Shoes	1	
Additional equipment			
√	ITEM	QTY	REMARKS
	Copy of orders	3	
	SRB/OQR	1	
	Medical record	1	
	Dental Record	1	
	Current ID Card	1	

ID Tags with Breakaway Chain	1	
Medical Alert Tags or Bracelet	1	As required
Birth Certificate	1	Original or certified true copy
Sea Bag	1	
Eyeglasses (military issue)	2	As required
Eyeglasses, retainer band	2	As required
Gas Mask inserts	1	As required
Notebook, pocket size	1	
Pens	10	
Pencils	10	
Pocket Knife	1	Multi-tool recommended
Sewing Kit	1	
Wristwatch	1	
Combination Locks	3	
Swim goggles	1	
Mouth guard	1	
Recommended hygiene gear list		
Finger/toe nail clippers	1	
Foot Powder, (Anti-fungal)	1	
Razor, shaving	1	
Razor Blades	1	
Shaving Cream	1	
Shower Shoes	1	
Soap, bars	1	
Soap Dish	1	
Sunscreen	1	
Lip Balm	1	
Toothbrush	1	
Toothpaste	1	
Towels, large	2	
Towels (wash cloth)	2	
Laundry Detergent	1	
Baby Wipes	1	
Hand sanitizer		

MSOS Family Readiness Officer

Greetings and Welcome to the Marine Special Operations School.

As the School's Family Readiness Officer, I will ensure to educate, assist and empower Marines and families, and guide members to maintain a high state of personal and family readiness. Per the MCO 1754.9, it states: "Personal and family readiness is the ability of the individual Marine and his family to successfully balance the challenges of a military lifestyle, family, career, and mission events." I represent the Colonel on all matters pertaining to the Unit, Personal and Family Readiness Program. It is my duty to provide you with official communication, information, resources, and training opportunities.

I encourage spouses to partake in training offered by the Marine Corps Family Team Building. <http://www.mccslejeune.com/mcftb/index.html> I am also excited to expand the Family Readiness Team. For Marines and families new to the school, we have a mixed population of permanent personnel and students. Both permanent and student personnel's readiness is vital to the overall fundamental mission of the Marine Corps. If you are interested in being involved in the Marine Special Operations School's Family Readiness Program, please contact: **MARSOC MSOS FRO@usmc.mil**. This is a great way to be involved with the program and to have your voice heard at the same time.

Updates about Marine Special Operations School events, news and information can be found on the following websites:
<http://www.marines.mil/unit/marsoc/family/Pages/MSOS-Family-Readiness.aspx>
and <http://www.mccslejeune.com/fro/msos.html>.

After you have checked in to ITC, you will be able to subscribe to the MSOS eMarine site. This is a comprehensive information source for the MSOS Family Readiness Program that is updated weekly.

In closing, I look forward to getting to know you and your families. Please feel free to call or email with questions, comments, and/or concerns.

MARSOC MSOS FRO@usmc.mil

Mr. Willie Perry

Office 910-440-0103

willie.r.perry@usmc.mil

Family Preparation

ITC is a demanding 7 month course. It is critical that students prepare their family accordingly.

During phase I of the ITC (The first 60 days), students may be required to live in the barracks during the training week and will not be able to receive visitors Monday through Saturday.

Students may be allowed to depart Stone Bay for emergency situations on a case-by-case basis; however they will be required to return immediately upon resolution of such situations and make up any missed training.

Students will be allowed to retain cellular phones and have regular access to e-mail for the majority of the ITC. Phones cannot be carried during the training day.

During phases II-IV, students will be authorized to go home during the work week when the training schedule permits. When training extends beyond 2000 local time, students may be required to remain overnight in the barracks.

Officer students will be required to attend phase V, which is an additional 4 weeks of training.

Students will be required to stand duty for the duration of the ITC, to include weekends and holidays. The only exceptions will be for the Thanksgiving weekend, and Christmas and New Years leave period.

Students that are required to miss extended amounts of training due to family situations (childbirth, EFMP, etc) may be pulled from the course and recycled to a follow-on class. Students are strongly encouraged to make appropriate personal preparations to facilitate continuity of training.

There will be blocks of training during the ITC which are executed offsite, at which times students generally do not have access to cellular phones or e-mail. These training blocks generally last 2-3 weeks, and students are again encouraged to make family preparations accordingly.

MSOS will conduct a family brief the first week of the course for students and their spouses. The MSOS Family Readiness Officer will work with families of Marines assigned to the course. In the event students and their families have specific questions prior to or while attending the course, they may contact the MSOS Family Readiness Officer during normal working hours (EST) prior to their arrival at (910) 440-0103.

ITC Student Expectations

At the Marine Special Operations School, we adhere to the SOF Truths:

- Humans are more important than hardware.
- Special Operations Forces cannot be mass-produced.
- Quality is better than quantity.
- Competent Special Operations Forces cannot be created after emergencies occur.
- Most SOF operations require non-SOF assistance.

ITC graduates are the future of MARSOC. Prior to assignment to the ITC, you completed a rigorous Assessment and Selection process. However, it is important to understand that A&S was only the beginning in a daily challenge to prove and improve yourself; MARSOF Marines are evaluated every day throughout their MARSOC career, starting with ITC. MARSOF Marines will be evaluated by their seniors, juniors, team-mates and by all other Marines. They will be evaluated by other SOF units and by those they are tasked to train and advise. Finally, MARSOF are evaluated by those they fight; in combat, second place is last place.

Any failure to adhere to the high standards of MARSOF will impact mission success. Any momentary lapse in judgment may impact the credibility of MARSOC and US Special Operations. The SOF Imperatives state that we must ensure the legitimacy and credibility of special operations. In order to accomplish this, MARSOF operators must be highly trained, technically and tactically proficient, and must maintain and strengthen the MARSOF Attributes and Mindset.

The foundation of excellence is a “brilliance in the basics” approach to training. Among the most basic fundamentals are inspections and rehearsals. Professionals inspect everything and rehearse every aspect of their missions, to fail in this invites mission failure. The nation will task MARSOF Marines with missions that carry political implications; understanding the operational environment and considering the long-term effects of their actions are not options. MARSOF Marines must understand the relationship between the direct and indirect approaches and learn to apply either at the right time and place. MARSOF Marines must not fail in any of these tasks.

Students must understand that others look to MARSOF operators as an example. Their behavior at all times must be above reproach. MARSOF Marines will wear their uniform with pride and adhere to all uniform and grooming regulations. They will demonstrate courtesy in their dealings with seniors and will apply fairness and understanding in dealings with their juniors. MARSOF Marines proactively seek out responsibility and to shoulder more than their share of the burden.

Do not be the weak link that leads to mission failure. MARSOF Marines must constantly demand more of themselves and their teammates than they think possible; to accept mediocrity in anything is to accept failure. This is not an option. The goal of ITC is to develop your individual skills and teach you the MARSOF Mindset. The skills you learn will add capability to your operational MSOT and serve to increase your ability to contribute to the accomplishment of any mission. However, you must understand that your most important weapon is your mind; your ability to out-think and out-act the enemy is critical to success. Maximize your training time here. Study, discuss, ask questions, debate. It is not enough to be able to recite the book answer, you must understand and be able to apply the concepts you will be taught in uncertain environments under adverse conditions. MSOS instructors will accept nothing less than excellence because they may one day serve with you in combat. MSOS instructors will make every effort to provide assistance or remedial training however, you must realize that remediation is required and ask for assistance. The ball is in your court.

Physical Preparation

Follow the PT program given to you at the conclusion of Assessment and Selection. And apply the principals below.

Principles of Exercise

Progression: Following this principle means that you take a systematic approach to increasing the physical demands over time. For example, if you have been performing long runs of 35 minutes and you want to progress to 60, then you need a plan for doing so. The general rule of thumb is to progress time/distance by no more than 10% per week. When you do the math, you see that it will take about six weeks to safely progress from 35 to 60 minutes. The principal of gradual progression is just as important for resistance training. Start by mastering core stability and control of body weight exercises. Add external resistance and/or volume (number of reps over a given period of time) gradually as long as control of the movement is well maintained. Many injuries can be traced to attempting workouts that are beyond an individual's current capability.

Regularity: Marines don't generally have a problem with this. However, two points should be noted. First, if for whatever reason you cannot PT for two or more consecutive weeks, assume you've lost some degree of fitness. You should then resume PT at a lower level and gradually build back up. Second, even though you may be doing PT on a regular basis, if you stop doing a particular component of PT (agility or plyometric training, for example), then you should re-master the basics of those drills before jumping back into an aggressive workout. Note that endurance is lost faster than strength.

Overload: To improve strength, endurance, or movement skills, you must provide a stimulus. This means moving outside your comfort zone...Progressively lifting a little more, running a little faster or farther, practicing agility drills that don't come easy, etc. It is extremely easy to overload. The challenge is to do it intelligently. You must apply the principles of progression and recovery together with overload.

Variety: Over the years, researchers and trainers have learned that athletes maximize their potential by dedicating a given period of time to a particular aspect of physical development, then changing the focus at regular intervals. For example, many strength programs begin with the focus on mass producing workouts, then strength, later emphasizing general power training, and finally move to activity specific strength/power drills. Such regular changes to workouts force the body to continue adapting. If you stay with the same routine, your body becomes accustomed to it and development stops. Maintaining variety in a program also helps to control overuse injuries. If all of your endurance training comes from running, you are more susceptible to stress-related injuries (stress fracture, tendonitis, etc.). Finally, variety in

physical training is absolutely necessary to be prepared for the broad-ranging physical requirements of MARSOC missions.

Recovery: The principal of recovery is closely related to the principals of overload and progression. Overload must be followed by some degree of recovery. Some workouts demand more recovery than others. Sessions that aggressively train speed, power, jumping/landing/cutting, or heavy lifting should be followed by either a day of rest or PT that involves a moderate session of some other component (an easy run/swim and some mat-based core training, for example). Regarding progression and recover, some periods, whether it is a day, a week, or several weeks, will involve PT that is relatively easy compared to the hardest days or training cycles. Another way of saying this is: you should not be red-lining every day, nor burn out at the end of each week. Attempting to maintain maximum workouts for several months runs the risk of over-training, which is related to not only muscle/bones/tendons stress injuries, but also disruption of hormonal balance. By incorporating relatively less training-intensive volume during a portion of the training cycle, the body is much less likely to break down.

Balance: For a Marine Special Operator, a balanced approach to PT scheduling means your program consistently incorporates strength, endurance, and movement skills (Power, Agility, Coordination, etc.). Taking this notion a step further, strength must be balanced by performing some workouts with body/weight resistance, some with moderate/heavy resistance, and some with a moderate resistance that is moved quickly (power training). Endurance should be balanced by performing a mix of aerobic and anaerobic training.

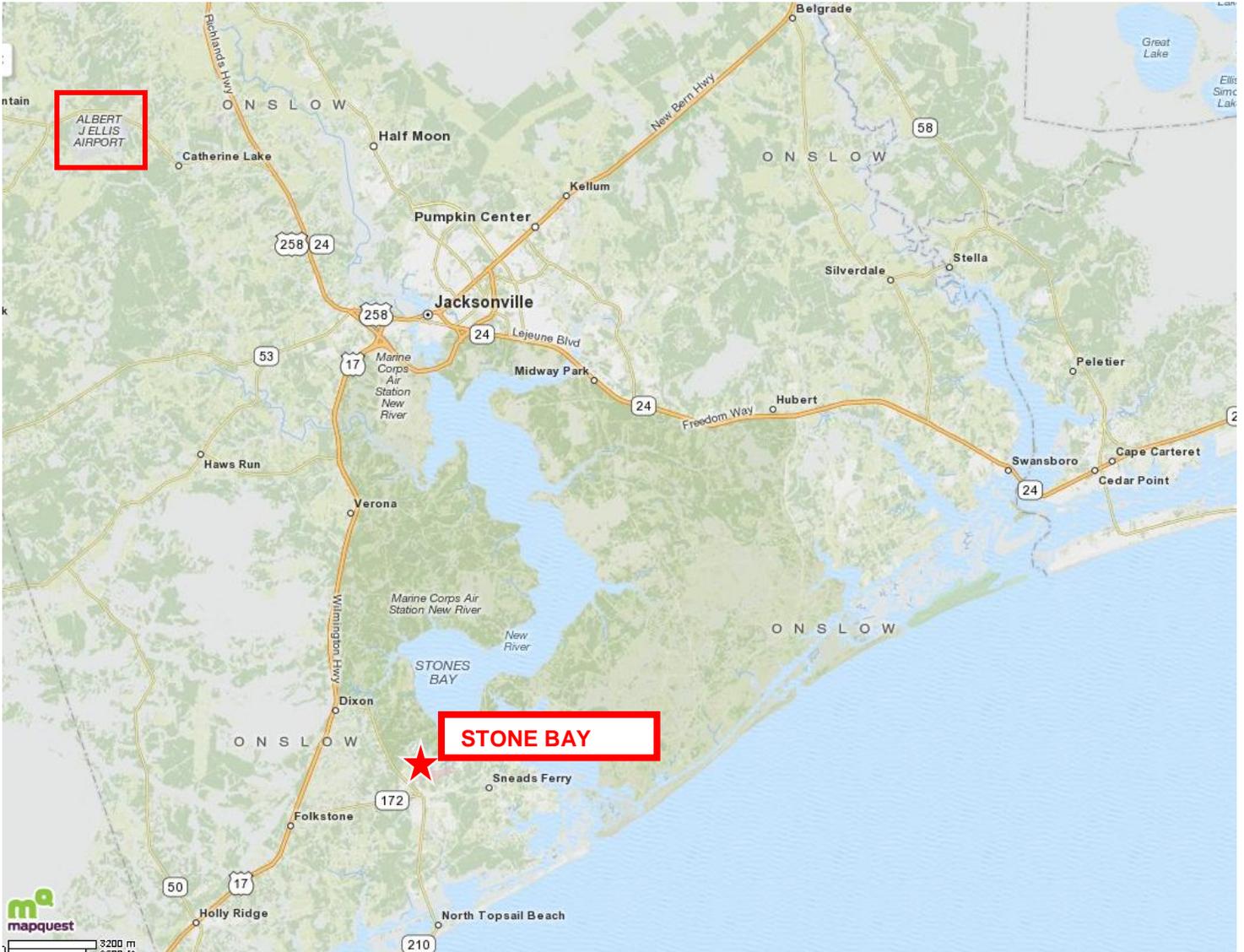
Specificity: Following this principle ensures that you will be fit for the important stuff. Whenever the idea of fitness is discussed, the question “fit for what?” should be part of the discussion. For Marine Special Operators, the answer is “fit for current and potential MARSOC training and combat missions.” This doesn’t mean that every workout must look like a combat mission. It does mean that you should always be aware of your big-picture PT objectives and understand how each workout, each week, each month of PT contributes to it. At least part of a training cycle needs to focus directly on tactical fitness. Such training must involve an operationally relevant degree of intensity and volume, but should be preceded by general fitness development (strength, endurance, movement skills).

Precision: This term refers to a biomechanical correctness of movement. We know through observation and research that some movement patterns are efficient and effective, while other are inefficient and possibly destructive (over time, likely to lead to injury). For example, spinal stability not only protects the spine but also creates a stable base of support from which the arms and legs can generate power. There will be times during training when we must push ourselves through fatigue and perhaps sacrifice perfect form. However, these should be the exceptions and not the everyday norms.

Continue to use the pre/ post movement and myofascial release techniques as the taught at A&S.

AREA MAPS

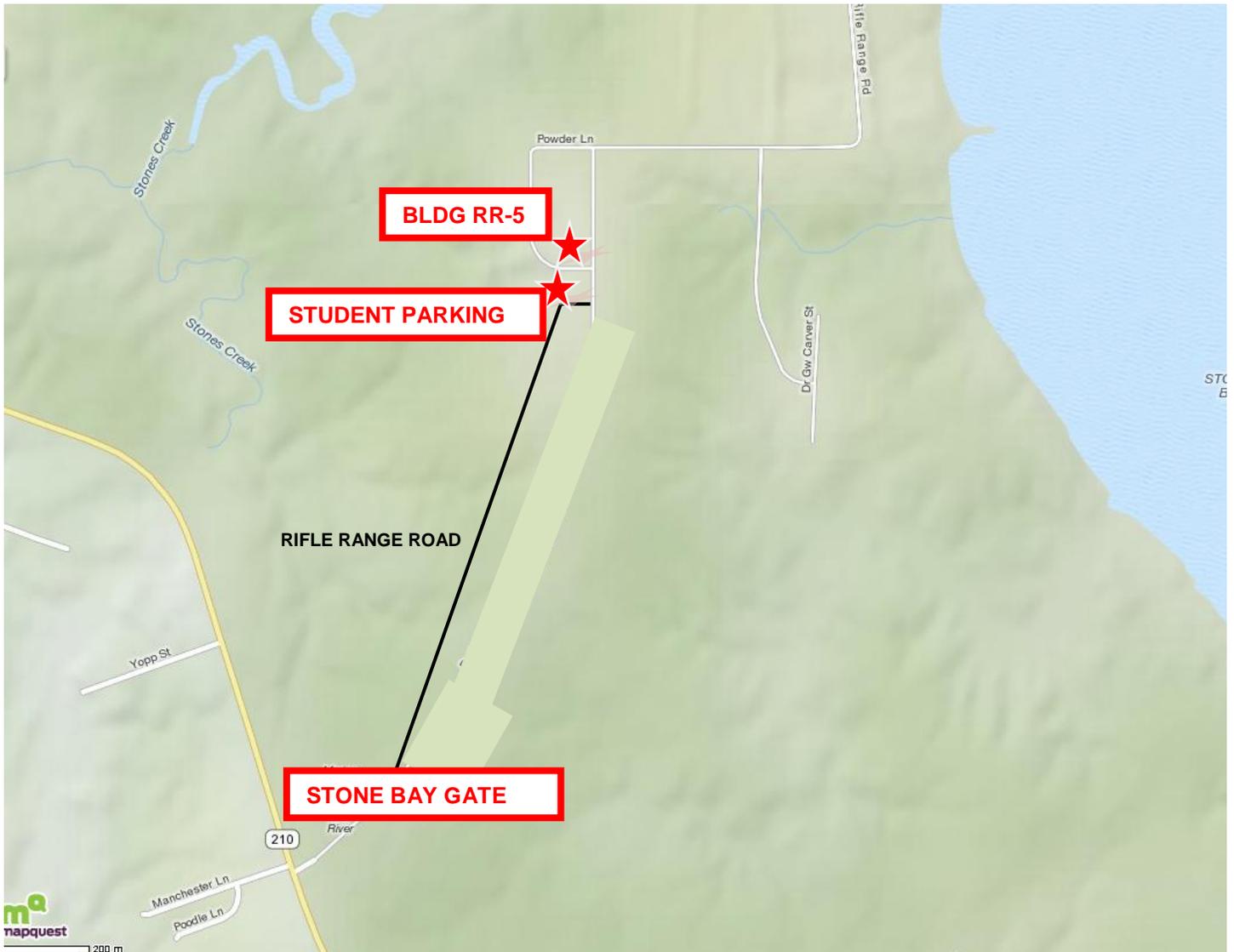
AREA OVERVIEW



SNEADS FERRY AREA



STONE BAY AREA



After turning left off of Route 210 & into the Stone Bay:

- Go straight through the Security Gate down Range Road
- Turn left at stop sign.
- Turn left into the Shooters' Parking Lot
- Park in ITC student area (Behind orange barriers, signs identifying area)
- Proceed on foot across the street from parking lot to RR-5

Point of Contact List

MARINE SPECIAL OPERATIONS SCHOOL

OOD.....	(910) 440-2727
S-1.....	(910) 440-2723
Entitlements.....	(910) 440-2723
Family Readiness Officer	(910) 440-0103
S-2.....	(910) 440-2010
Medical	(910) 440-0011
Special Operations Training Branch SNCOIC.....	(910) 440-0036

When calling with questions, be sure to identify yourself with your name and rank and that you are a future ITC student.

EXAMPLE: BAH/PME TRAINING WAIVER

From: Commanding Officer, Marine Special Operations School
To: Headquarters, U.S. Marine Corps, Manpower and Reserve
Affairs (MMIA), 3280 Russell Road, Quantico, VA 22134-
5103

Subj: BASIC ALLOWANCE FOR HOUSING WAIVER FOR MARINES ATTENDING
PROFESSIONAL MILITARY EDUCATION AND TRAINING IN THE CASE.
OF CAPTAIN I. M HARDCHARGER XXX XX 2898/7204 USMC

Ref: (a) MCO 7220.56
(b) MARADMIN 216/04

Encl: (1) CMC web orders dated 5 Jan 09 from previous PDS
(2) CMC web orders dated 26 May 11 to Marine Special
Operations School (MSOS)
(3) Memorandum of Understanding signed by Capt Hardcharger

1. Per the references, it is requested that Captain Hardcharger be granted a PME and training BAH waiver to receive BAH at the with-dependent rate based on his previous duty station or previously approved dependents location. He understands that should he move his family at the governments expense, that the BAH rate will be adjusted to reflect that of the school PDS.

2. The point of contact at this command concerning this matter is Staff Sergeant James H. Boone at (910)440-0167 or DSN 758-0169.

I. A. ADMIN
By direction

EXAMPLE :

MEMORANDUM OF UNDERSTANDING

I, (CAPTAIN HARDCHARGER, MARINE I 111223333), REQUEST A PME AND TRAINING BAH WAIVER TO RECEIVE BAH AT THE WITH DEPENDENT RATE BASED ON MY PREVIOUS DUTY STATION OR PREVIOUSLY APPROVED DEPENDENT'S LOCATION. I AGREE TO LIMITED PCS ENTITLEMENTS (AS APPLICABLE) TO INCLUDE THE WITHOUT-DEPENDENT RATES OF DISLOCATION ALLOWANCE (DLA) AND TEMPORARY LODGING EXPENSE (TLE). I FURTHER AGREE THAT MY SHIPPING ENTITLEMENT IS LIMITED TO THE UNACCOMPANIED BAGGAGE WEIGHT ALLOWANCE AND THAT I HAVE NOT EXCEEDED NOR WILL I EXCEED MY UNACCOMPANIED WEIGHT ALLOWANCE LIMITATION. I UNDERSTAND THAT I AM NOT ENTITLED TO FAMILY SEPARATION ALLOWANCE (FSA) OR FAMILY SEPARATION HOUSING (FSH). I ALSO UNDERSTAND THAT SHOULD I MOVE MY FAMILY, THE BAH RATE MUST BE ADJUSTED TO REFLECT THAT OF MY SCHOOL PDS.

SIGNATURE OF MARINE

DATE